

**Harrisdale Primary School P&C Association**  
**Agenda for Annual General Meeting**  
**Thursday 31<sup>st</sup> March 2022 @ 7.30pm**  
**Via Zoom (see below)**

**ZOOM DETAILS**

<https://us04web.zoom.us/j/73531544306?pwd=4rgyJGkuK7Pba16Uvn-pGjfl8Kf8Vj.1>

Meeting ID: 735 3154 4306

Passcode: HPSAGM

**1. MINUTES**

- 1.1. Confirmation of the Minutes of the Last Meeting – 17<sup>th</sup> March 2022

**2. BUSINESS ARISING**

**3. CORRESPONDENCE**

- 3.1. Correspondence IN:
- 3.2. Correspondence OUT:

**4. REPORTS**

- 4.1. President's Report
- 4.2. Presentation of the signed Solvency Declaration
- 4.3. Presentation and adoption of financial statements, auditor's report by Treasurer
- 4.4. Principal's Report

**5. SUB-COMMITTEE UPDATES**

- 5.1. Community and Events Committee
- 5.2. Leaver's Shirts Update
- 5.3. Used Uniform Sales Update
- 5.4. PR & Sports Liaison Update

**6. ELECTIONS**

- 6.1. Office Bearers – President, Vice President, Treasurer, Secretary
- 6.2. Executive Committee Members (not less than 3 members)
- 6.3. Sub Committees – Positions & Adoption of Terms of Reference – Community and Events Committee,
- 6.4. Other Positions - PR/Member Engagement Coordinator, Leavers Shirts Coordinator, Second Hand Uniforms Coordinator, Sports Liaison Officer

**7. APPOINTMENTS**

- 7.1. Bank Signatories
- 7.2. Appointment of auditor for 2022 Financial Audit
- 7.3. Delegates to attend WACSSO Annual Conference

**8. GENERAL BUSINESS**

**9. NEXT MEETING - Time to be confirmed**

**10. CLOSURE**